



**CUSAC
Minutes**

February 1, 2013
10:00 a.m. – 1:00 p.m.
Boardroom, 5050 Yonge St.

Present: Trustee Chris Glover (Co-Chair); Brian Keaney (Co-Chair, Toronto Youth Development); Lynn Manning (Girl Guides of Canada, Ontario Council); Lesley Johnston (Social Planning Toronto); Leigh Coffey (YMCA of GTA); Julian Freeman (Grace Fellowship Church); Gerry Lang (Citizens for Life Long Learning); Judy Gargaro (Etobicoke Philharmonic Orchestra); Alan Hrabinski (Scarborough Basketball Association); Lorna Weigand (Middle Childhood Matters Coalition); Kitty Leung (Facility Permitting Coordinator); Rick Daigle (Ad hoc Rep to CUSAC Committee); Ndaba Njobo (Manager, Community Use of Schools); Namita Aggarwal (Program Manager, Continuing Education); Angelos Bacopoulos (TDSB, Permitting Department)

Observers: Doug Blair (North Toronto Soccer Club); Charis Romilly (LAMP Community Health Centre); Sam Glazer (Congregation Beth Haminyan); Heather Mitchell (Toronto Sports Council); Karen Somerville (East York Soccer Club); Jason Robinson (Toronto Ultimate Club); Peter Dcruz (Toronto Field Hockey)

Regrets: Trustee Howard Kaplan; Morris Beckford (Doorsteps Neighbourhood Services); Susan Fletcher (Applegrove Community Complex)

Recorder: Linda Mendonca (Committee Assistant, CUSAC)

Item	Information/Discussion	Action/Recommendation
1. Welcome (Co-Chairs)	Co-Chair Keaney called the meeting to order by at 10:04am and welcomed everyone. Members introduced themselves.	
2. Approval of Quorum(Co-Chairs)	Quorum was achieved and approved. 9 voting members were present. Motion to approve quorum moved by Lesley, seconded by Lynn, all approved.	
3. Approval of Agenda(Co-Chairs)	*** Motion to approve the Agenda was moved by Lynn; seconded by Allan; all in favour; motion carried.	<ul style="list-style-type: none"> ▪ Linda will post the approved agenda on the website.
4. Approval of Jan 24 13 Minutes (Co-Chairs)	*** Motion to approve the minutes with the following amendments was moved by Lynn, seconded by Judy, motion carried.	<ul style="list-style-type: none"> ▪ Linda will post the approved minutes on the website.
5. Report on CUSAC Invitation to School Climate Survey Consultation (Trustee Glover)	Trustee Glover did not have a report prepared today on the CUSAC Invitation to School Climate Survey Consultation. This item was deferred to the next meeting. As a reminder, Lynn reported that there was an e-mail circulated asking for a volunteer to participate in the consultation but no one came forward. Lynn	<ul style="list-style-type: none"> ▪ Trustee Glover will report back at the next meeting.

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	considered it but realized it had to do with issues of bullying and that it had no relevance to CUSAC.	
6. Report on CAC Review Meeting (Susan Fletcher)	Lesley reported on the CAC Review Meeting held on January 8 th . Susan was the original CUSAC Rep on the CAC committee but was not present to report today. Lesley was at the meeting as the Rep for the Inner City Advisory Committee. The CAC Review was initiated as a result of recommendations put forward by Trustee Rutka last November. The committee will be conducting a survey with all CAC's to determine if the CAC's, TDSB's, and parents are working effectively together. The survey will be ready for distribution in early May. The final draft of the survey will be ready on February 20 th , and one week later, will be sent to Committee Co-ordinators for review.	
7. Finalize Permit Fees & Rates (Lynn Manning)	<p>Lynn reported that the Categories Proposal was approved last meeting with a couple of minor changes (i.e. moving the Pricing Strategy, after "Conditions of Use"). Lesley asked about the "Background" section of the recommendations as she had suggested it required some work prior to going to the Board. Trustee Glover informed Lesley that the "Background" section has changed. Angelos worked on it, and can e-mail it out to everyone.</p> <p>Kitty shared the Permit Fees Analysis she prepared. Members had the following discussion regarding the Permit Fees Structure:</p> <ul style="list-style-type: none"> ▪ Field/Diamond Use Rates are very low, compared to other rates, but overall included very small or large increases. ▪ Large discrepancies between columns C & E for field use. ▪ Current fees are based on PSI rates. They generate break-even revenue, do not provide for Cost Recovery. ▪ Suggested that we do cost recovery across the board rather than providing subsidies. ▪ Members asked if TDSB knows what it costs to maintain fields. TDSB staff confirmed that it depends on various conditions (i.e. kids playing; weather, wear and tear, etc.). There are huge costs to re-develop and maintain 500 fields. It's difficult to determine what costs per field, and to decide which fields to do first. TDSB does not have an expert to assist with determining this. Some fields are donated. After 10 years they need replacement. Need to establish some sort of reserve fund to replace deteriorated fields. Lots of fields need water and irrigation and re-sodding. Need to determine costs of underlying material. ▪ Variable costs (i.e. caretaking charge, wear and tear, etc.) are not included in the field costs. ▪ There need to be clear guidelines including overall information for outdoor learning opportunities, and a more thoughtful analysis. 	<ul style="list-style-type: none"> ▪ Angelos to e-mail the revised "Background" section of the Recommendations. ▪ Kitty, Rick, Angelos and Alan will meet with Martin Kane, and come up with better formulas for Permit Fees. ▪ Kitty will ask Martin for his availability to come to a meeting to report the on the new Permit Fees analysis.

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	<ul style="list-style-type: none"> ▪ If we knew what our “Cost Recovery” is than we can determine what giving partial/minimal subsidy involves. We have to use the \$3.8M the way it was supposed to be used for youth/children/seniors, according to the principals of this process. The wording need to be changed to say there is a priority focus. ▪ TDSB could hire a number of students to help maintain fields during the summer. If we took money over and above cost recovery, it would help make the fields a little better. <p>Alan provided an analysis to examine the impact of the proposed changes on the current payment rates and to look for a method that would ensure that the TDSB recovers its cost of providing the facilities to the community. On the impact of the proposed changes, current permit holders would pay as little as 33% of their current permit fees or as much as 327% of their current permit fees. He also analyzed the proposed fees to the Stage 2 costs described in the RMI report. These Stage 2 costs include the TDSB's variable costs for providing each of the facilities. These fees include caretaking fees (including overtime), utilities, and wear and tear. The analysis concluded that we do not cover the variable costs on some of the permits, which leads to an additional deficit on these permits. Alan recommended that we need to develop a methodology to ensure we recover our Stage 2 variable costs in our permit fees and that our Stage 1 costs for school opening/closures are also recovered in our permits. Stage #1 costs include those required to prepare the building for permit use (i.e. heating, lighting, care-taking) and Stage #2 costs include additional costs for the specific room use (i.e. variable costs & wear and tear costs, etc.)</p> <p>Based on the above discussion, Trustee Glover determined that the committee does not have enough information to determine cost recovery. Current rates as they are will have the cost of living expense added to it annually; however, it does not take into consideration any additional variable costs associated with maintaining and permitting fields. Trustee Glover asked Kitty if it's possible to go back and re-organize the chart to include Stage 2 costs, and asked how long it would take. Angelos recommended that the committee call Martin Kane back, the RMI Rep to help structure better formulas for permits, and produce more accurate numbers that will cover Stage 2 costs. Martin may be able to pull together numbers in 3-4 days, and pending his availability should be invited to come to 2 meetings to present his analysis.</p> <p>Members recommended looking into and asking the following when developing the new Permit Fees analysis:</p>	

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	<ul style="list-style-type: none"> ▪ A comparison of rates with other school boards (i.e. Halton District/Catholic School Board). They have Reciprocal Agreements with the municipality. Permit Reps are hired by the municipality to determine Cost Recovery Rates for field and diamond use. Cost of maintenance is City’s responsibility. Users can apply for a Community Use of Schools Grant for subsidies. <p>Trustee Glover recommended that Alan be part of the conversation that happens when the Kitty, Rick, and Angelos meet with Martin Kane in order to develop the Permit Fees Structure. Trustee Glover reminded the committee that the recommendations need to go to Operations and Facilities Management Committee (OFMC) on Feb 13th, for a proposed debate, and then it must go to the Planning & Priorities Committees on February 20th, 2013. Changes will be made there, and following that, it needs to go to the Board on March 6th, in order to give people notice for September, 2013. The Fields/Artificial Turf Report will be ready for March.</p>	
8. Adjournment	***Motion to adjourn the meeting at 11:47 pm, all approved.	
9. Next Meeting	<p>The next meeting will be scheduled via e-mail and is dependent on Martin Kane’s availability. Thursday mornings preferred, but Fridays are okay.</p> <p>Judy and Lesley requested a report back on the Severance of School Property and the impact this will have on CUS. Lesley requested a report back on the Championship Field Developments, (i.e. Monarch Park, Lakeshore Collegiate, Don Valley, etc.) and new soccer bubble field, which has been turned over to private organizations, and is expensive to use.</p> <p>Trustee Glover confirmed that TDSB would ask for two reports:</p> <ol style="list-style-type: none"> 1.) Severance of School Property – Toronto Lands Corporation, Shirley Hoy 2.) Championship Field Developments, Jeff Latto <p>Gerry raised concerns about the school situation (Lawrence Park Collegiate), and that something needs to be done before TDSB looks silly. Trustee Glover informed Gerry that when it actually goes to Board that TDSB will invite the media to announce what the permit fees are and make it a good news story.</p> <p>Lynn asked for the Outstanding Items since Jan 2012 be added to the “Other Business” section of the following Agenda as follows:</p> <ul style="list-style-type: none"> • Update on the TDSB afterschool program process/procedure • CUSAC website presentation 	<ul style="list-style-type: none"> ▪ Trustee Glover/Linda will look into dates for a next meeting in a week or two pending confirmation of Martin Kane’s analysis and availability. ▪ Trustee Glover/Linda will invite 1.) Toronto Lands Corporation and 2.) Championship Field Developments to report to the committee for March. ▪ Outstanding Items will be added to the “Other Business” section of April agenda.

Item	Information/Discussion	Action/Recommendation
	<ul style="list-style-type: none">• Update on Community Engagement Policy (Morris Beckford)• Update on FOY• Selection of PSI schools• CUPE representation at CUSAC• Co-chairs to draft a letter to permit holders for Kitty to distribute re draft recommendations (this of course is deferred until recommendations are approved)	